

**DOVER TOWNSHIP
BOARD OF SUPERVISORS
BOARD MEETING MINUTES**

September 28th, 2020

The Dover Township Board of Supervisors' Meeting for Monday, September 28th, 2020, was called to order at 7:00 PM by Chairperson Stephen Stefanowicz in the Dover Township Municipal Building. Supervisors present were Robert Stone, Stephen Parthree, Michael Cashman and Charles Richards. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Michael Fleming, Township Public Works Director; John McLucas; Township Zoning Officer, Terry Myers, Township Engineer; Tiffany Strine, Township Secretary; Steve Hovis, Stock and Leader Attorneys At Law and Solicitor Charles Rausch with Blakey, Yost, Bupp and Rausch. There were two citizens present. This meeting is being recorded for the purpose of minutes only.

Chairman Stefanowicz announced a moment of silence and during the moment of silence, he asked all in attendance to please take a moment to remember Philip Blasowsky. Phillip Blasowsky has recently passed. Philip Blasowsky was the Board President for the Dover Township Volunteer Fire Department.

APPROVAL OF THE BOARD OF SUPERVISORS' WORK SESSION MEETING MINUTES FOR SEPTEMBER 14TH, 2020

Motion by C. Richards and seconded by R. Stone to approve the Board of Supervisors' Work Session Meeting Minutes for September 14th, 2020. **Passed** with 5 ayes

APPROVAL OF THE BOARD OF SUPERVISORS' MEETING MINUTES FOR SEPTEMBER 14TH, 2020

Motion by C. Richards and seconded by R. Stone to approve the Board of Supervisors' Meeting Minutes for September 14th, 2020. **Passed** with 5 ayes

TREASURER'S REPORT

Approval of Current Expenditures

Motion by R. Stone and seconded by M. Cashman to approve the warrant total for September 28th, 2020, in the amount of \$234,526.52 (2020 Expenses Warrant) as presented. **Passed** with 5 ayes

INFORMATION ON EVENTS AND LOCAL ANNOUNCEMENTS

Manager Oswalt announced that for the month of October, Dover Township will be hosting the following events: October 3rd, a Fall Fest will be held at Lehr Park from 11AM to 5PM, October 9th, a Movie in the Park a Halloween Double Feature at Brookside Park beginning at 6PM, October 10th, a Pumpkin Walk at Brookside Park from 6PM to 9PM, October 13th, a Star Watch at Lehr Park at 8PM, October 30th, HalloBoo! at the Dover Township Building at 8PM and October 31st, Trick or Treating in Dover Township from 6PM to 8PM.

PUBLIC COMMENT

None to note.

Attorney Steve Hovis with Stock and Leader Attorneys At Law

Attorney Steve Hovis was present this evening to present Dover Township Ordinance 2020-08, an Ordinance approving a Truist Bank Loan in the amount of five hundred fifty-one thousand three hundred eighty-one dollars (\$551,381.00) for the purchase of a new Fire Engine. The proposed Dover Township Ordinance 2020-08 will replace Dover Township Ordinance 2020-07, Ordinance 2020-08 will be for the same purpose as Ordinance 2020-07 however Ordinance 2020-08 will designate Lease Debt instead. The terms and length of years in which the debt will be owed remains; however, the structure is that of a non-appropriation clause in terms of a lease. Annually a debt service payment will be allocated, if ever Dover Township fails to do so, then the proper funds would not be allocated, and the lease would be terminated and the Fire Engine would then need to be returned. State laws dictated; through the Department of Community and Economic Development, does not consider this debt a long-term debt, due to pledging the Fire Engine itself as security. Attorney Hovis added that no Department of Community and Economic Development application is required and upon Dover Township Board of Supervisor approval this evening, closing should occur tomorrow.

Motion by R. Stone and seconded by M. Cashman to approve Dover Township Ordinance 2020-08 authorizing a Lease Obligation with Truist Bank in the amount of five hundred fifty-one thousand three hundred eighty-one dollars (\$551,381.00), as presented. **Passed** with 5 ayes

ENGINEER'S REPORT by Township Engineer Terry Myers

Poplars Road Culvert Replacement Change Order

T. Myers informed the Dover Township Board of Supervisors that the contract for the Poplars Road Culvert Replacement was awarded to Clear View Excavating. A meeting was held regarding the use and availability of specified piping for the project replacement. The piping, to be utilized for the project replacement, is not available and a new pipe material was selected. The project replacement was originally designed to replace the storm sewer with the same size pipe but change from a galvanized steel corrugated metal pipe to an aluminum alloy corrugated pipe for more durability and resistance to corrosion. Decisions were made to reevaluate the design and to examine the possibility to utilize a round forty-eight (48) inch smooth lined plastic instead. It was deemed that the forty-eight (48) inch smooth lined plastic pipe could be utilized and hold sufficient capacity, but the invert would need to be lowered to have sufficient cover on top of the pipe.

As a result of the proposed changes, Poplars Road Culvert Replacement Change Order No. 1 is being presented this evening for Dover Township Board of Supervisor approval depicting the necessary changes in cost for the propose replacement project. Changing the pipe material and adding the new, necessary cinder block junction box with a new precast concrete junction box will result in a four thousand one hundred five-dollar (\$4,105.00) reduction of the contract price. A sixty-day time extension will be implemented as well to have the Poplars Road Culvert

Replacement completed by December 14th, 2020. The extension is a result of a five to six week time frame in which Clear View Excavating can obtain the necessary precast junction box needed, from Monarch, for the project.

Motion by S. Parthree and seconded by C. Richards to approve Poplars Road Culvert Replacement Change Order No. 1 in the amount of four thousand one hundred five dollars (\$4,105.00) and includes the allocated sixty (60) day project time extension, as presented. **Passed** with 5 ayes

ZONING OFFICER'S REPORT by Township Zoning Officer John McLucas

Plan 20-03 Dawson 2-Lot Revised Final Subdivision Plan – 550 Harmony Grove Road & 2880 Schoolhouse Road – Agricultural District

J. McLucas stated that a subdivision plan was comprised for the address of 550 Harmony Grove Road, the processes of seeking a variance to create a lot was implored to create a lot over the maximum lot size required. Once the plan was recorded, a pin was placed in the incorrect position that the surveyor of the project had plotted. Due to the Plan being previously recorded, prior to the error in pin placement, the plan must now be reapproved for proper process. The previously recorded and designated plot line will change.

Jeff Dawson was present this evening and qualified that his intent during the entire Final Subdivision Plan process was to have the survey and pins placed to avoid a very steep grade on the property. During the setting of the pins, it was discovered that a discrepancy occurred in the placement of the pins and Mr. Dawson would now like the necessary pin placed correctly and correctly.

Motion by R. Stone and seconded by M. Cashman to approve Plan 20-03 Dawson 2-Lot Revised Subdivision Plan, 550 Harmony Grove Road and 2880 Schoolhouse Road, Agricultural District, as presented. **Passed** with 5 ayes

Dover Township Interactive Zoning Map

J. McLucas informed the Dover Township Board of Supervisors on recent updates to the Dover Township Interactive Zoning Map. The Dover Township Interactive Zoning Map has been and is currently undergoing an extensive update which will provide valuable information to all residents within Dover Township, as well as prospective purchasers and developers. Any individual who utilizes the Dover Township Interactive Zoning Map can now view setbacks, maximum lot coverage, minimum lot coverage, lot size and other valuable information as well.

S. Parthree inquired if the Dover Township Interactive Zoning map is currently available to the public?

J. McLucas affirmed that the Dover Township Interactive Zoning map is currently available on the Dover Township website.

MANAGER'S REPORT by Township Manager Laurel Oswalt

Approval of the Klugh Animal Control Services Contract for 2021

Manager Oswald stated that the Klugh Animal Control Services Contract for 2021 is before the Dover Township Board of Supervisors for annual approval this evening. Manager Oswald added that the contract has no increases for the upcoming 2021 year.

Motion by C. Richards and seconded by S. Parthree to approve the Klugh Animal Control Services Contract for 2021, as presented. **Passed** with 5 ayes

Approval of BSSF as the Dover Township Auditor for the 2020 Fiscal Year

Manager Oswald provided the full Dover Township Board of Supervisors with a listing of proposals and their respective costs breakout for the four (4) year period inquired upon. Three proposals were received by Dover Township for Auditing Services. Brown, Shultz, Sheridan and Fritz proved to be the low bidder at a six thousand (\$6,000.00) dollar savings over the course of four (4) years. All three entities perform municipal audits regularly. The services being sought are professional services and Township code does not require Dover Township to seek the lowest bidder for the proposed services.

Motion by S. Parthree and seconded by M. Cashman to approve Brown, Shultz, Sheridan and Fritz as the Dover Township Auditor for the 2020 Fiscal Year, as presented. **Passed** with 5 ayes

Approval of Anthony Sarago to the Dover Township Industrial/Commercial Development Committee

Manager Oswald stated that previous discussions were held as to whether the Dover Township Board of Supervisors would like to appoint Anthony Sarago to the Industrial/Commercial Development Committee. Mr. Sarago currently serves on the Dover Area Business Association and concerns in an overlapping of multiple duties was addressed. Manager Oswald stated there are currently two positions available on the Industrial/Commercial Development Committee.

C. Richards stated that he feels if Anthony Sarago feels confident in his service and would like to join the Industrial/Commercial Development Committee, C. Richards agrees with the appointment.

M. Cashman stated that he feels highly confident in Anthony Sarago's abilities and that Anthony would be a great asset to the Industrial/Commercial Development Committee.

Motion by M. Cashman and seconded by C. Richards to appoint Anthony Sarago to the Dover Township Industrial/Commercial Development Committee, as presented. **Passed** with 5 ayes

Discussion of Appraisal for the Property Located at 4800 Carlisle Road

Manager Oswald stated that in order to proceed with the necessary process regarding the possibly of purchasing and obtaining the property located at 4800 Carlisle Road, in order to secure the necessary lands for the proposed traffic circle, Dover Township would now need to seek an appraisal on the property.

Manager Oswalt stated that she had reached out to the property owners of 4800 Carlisle Road, who are currently in the process of discovering what the costs may be to construct a new facility on land that would be made available to them, in an effort to know; if Dover Township had an appraisal performed, if the dollar value would be higher on the appraisal in order for them to construct a new facility.

Chairman Stefanowicz added that he understands why the property owners would like to know the appraised value at this point in time, thus an appraised value being within the process of their perspective, next decision point.

C. Richards concurred to Chairman Stefanowicz's thoughts, stating that an appraisal would be in the best interest of the property owners next decisions.

S. Parthree inquired upon the potential outcome if the appraised value comes back to low for the property owner's approval.

Manager Oswalt stated that if the appraisal of the property is complete and the property owner does not approve of the appraised value, discussions regarding the possibility of eminent domain or a change in design planning to incorporate a traffic light intersection instead of a traffic circle would need to be entertained.

The full Board reached collective agreement to pursue an appraisal on the property of 4800 Carlisle Road.

PUBLIC WORK'S DIRECTOR'S REPORT by Public Works Director Michael Fleming

None to note.

MS4

Eagle View Park Update

Manager Oswalt stated that Fly Way Construction has now moved off site with regards to the Eagle View Park construction. The construction and dirt work has been completed by Fly Way Construction. Land Studies is now on the Eagle View Park property and is seeding and planting on the property. The final grading is now in need to be completed and T. Myers suggested having the property flown by a drone in order to complete the final grading stages for the Recreation Phase One Improvements and have the plan finalized for bidding.

Manager Oswalt added that the drone footage will be utilized to perform a virtual closing of the Growing Greener Grant for the project.

OLD BUSINESS

None to note.

COMMENTS FROM THE BOARD

R. Stone – R. Stone stated that himself and Chairman Stefanowicz are in receipt of correspondence regarding a complaint at the address of 6810 Detters Mill Road. The complaint regards a business located at the specified address.

J. McLucas stated that he is in receipt of the complaint and will handle the matter accordingly.

S. Parthree – S. Parthree stated that an Eagle Scout has recently shown interest in installing a Disc Golf course at Dover Township's Brookside Park, as the Eagle Scout's Eagle Scout Project. A member of the YMCA is involved as well, as the proposed Disc Golf course will be located on YMCA lands as well. S. Parthree asked the full Board of Supervisors if they would support the intuition of a Disc Golf course at Brookside Park.

The full Board was in collective agreement to support the implementation of the proposed Eagle Scout project to create a Disc Golf course at Brookside Park.

M. Cashman – M. Cashman stated that Northern York County Regional Police Department's Chief Lash received correspondence that North East Regional Police Department is not interested in buying service through the Northern York County Regional Police Department. It was noted that North East Regional Police Department is seeking a merger at this time.

Chairman Stefanowicz – Chairman Stefanowicz announced at that last Dover Township Sewer Authority meeting, announcement was made that Paul Gross, the Dover Township Sewer Engineer, is retiring. Chairman Stefanowicz stated that this change is upon us and Chairman Stefanowicz is looking forward to a good transition hopefully.

PUBLIC COMMENT

None.

With no further business, the meeting was adjourned by Chairman Stefanowicz at 8:15 PM.

Respectfully submitted by: _____
Tiffany Strine, Recording Township Secretary